

## SUBMITTAL INFORMATION

- **Address cover letter for Ready for Reuse (RfR) Request Submittal to:**

Mr. Thomas F. Harris, USTRD Administrator  
Underground Storage Tank and Remediation Division  
P.O. Box 4312  
Baton Rouge, LA 70821-4312

Write Reference Line of cover letter as follows:

Ready for Reuse Request  
{Name of Project}  
{Agency Interest (AI) Name}  
{AI Number}

- **When submitting additional information associated with a previously submitted Ready for Reuse Request, write reference line of cover letter as follows:**

Addendum to Ready for Reuse Request  
{Name of Project}  
{Agency Interest (AI) Name}  
{AI Number}

- **For facilities without AI Numbers or new facilities,**

Fill out the Information Request Form and submit with Ready for Reuse Request Submittal so that an Agency Interest (AI) Number can be assigned.

- **Three copies of all correspondence regarding Ready for Reuse Requests should be submitted to LDEQ.**